



- 3** Answer the following : (any two) **14**  
(1) Comment on the importance of goals in our lives.  
(2) Discuss SMART goals.
- 4** Answer any two of the following. **14**  
(1) Discuss the significance of Assertiveness and confidence.  
(2) What are Autosuggestions ? How are they useful to individuals ?  
(3) Describe the ways through which one can develop confidence.
- 5** Answer the following : (any two) **14**  
(1) What is time-management ? Discuss its significance.  
(2) Describe various time-wasters and ways to overcome them.  
(3) Write a note on procrastination and explain how one can avoid it.
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